

# 1. LOGGING IN

When your user account is created, you will receive an email invitation with a link to set up your password. NOTE: this link is valid for 48 hours. After creating your password, you will gain access to the EC Play interface through your browser.

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As a user, you can always log in to the interface later via <a href="https://bevrijdingsfilms.ecplay.eu/">https://bevrijdingsfilms.ecplay.eu/</a>

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## 2. DOWNLOADING

You must download the film before the screening (starts). An internet connection is required for this. To download the content to your computer, click the "Download" button.

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A pop-up window may appear. Select a location on your computer to download the film and click on "Save". You will receive an encrypted file that can only be read in the EC Play interface (in the browser). You can transfer this file to a USB drive if you want to play the film on another computer. However, never load this file into the interface from the external drive; always transfer it to the computer you will use for the screening.

If no pop-up window appears, check if your browser is blocking the download window. The download may also start without a pop-up, depending on your settings.

If the contact is being downloaded too often, you will receive a warning. We limit the amount of downloads. In this case, contact your representative (BEVRIJDINGSFILMS) to increase the download limit.

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#### 3. VERIFY

Although it is not mandatory, we recommend performing a verification. This allows you to check whether your downloaded content is exactly what you want, before the screening (audio, subtitles, etc.) and if it is 100% playable. To do this, click the button "Verify" button. You will be able to access your previously downloaded file through this pop-up window. Click the "Open" button. A verification progress bar will appear. A message will indicate that the verification was successfully completed.



#### 4. OFFLINE SCREENING

Don't have an internet connection during the screening?

No problem, as long as you follow the following steps:

- 1. Use the same computer/laptop throughout the entire process, from download to projection.
- 2. Use the same browser and do not clear your history or cache.
- 3. Download and verify the film as described in the previous steps. You can also test the file.
- 4. Proceed by clicking on the "Offline" symbol below.

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Tip: Do not log out of the portal; simply close the window or browser.

Still experiencing a problem during the projection? Carefully repeat all the steps as described above. If that doesn't work, a temporary internet connection (about 5 seconds) will be enough to start your film. You can do this by connecting the computer to your smartphone's hotspot, for example.

## 5. TEST

If you want to test the film file in advance, click on the "Test" button (the beaker icon). Only when the film can actually be played, will the play symbol appear.

With this feature, you can test the film file in advance as often as you like. NOTE: after 15 minutes, the screen will go black. This is a security system that ensures the film cannot be played in its entirety before the designated period. This is also indicated by a timer.

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## 6. PLAYBACK

The file has been uploaded and verified and is now ready to be played. If the file has not been verified, you will need to manually upload it by clicking on the "Package" bar.

When you start the film, a media player interface will appear with the usual actions (start, pause, full screen, etc...). Here, you can also select the desired version if necessary (audio, subtitles, etc.). When you play the film in full screen, the interface will disappear. You can pause the film using the spacebar.

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